



**Central Islip Public School District**  
**WHOM DO I CALL WITH A QUESTION,  
 CONCERN, COMMENT, REQUEST OR  
 SUGGESTION?**



The Central Islip School District's communication protocols help to promote direct, open, and respectful interactions so that problems and concerns can be worked out quickly and efficiently. The communication protocol starts with the staff member closest to the situation, as that person will usually have the most information. At times, additional personnel are required to resolve specific situations. Appropriate communication channels for a variety of topics are listed below. The district encourages questions from parents and residents regarding school matters. It is vital to the success of our students that all members of the Central Islip Community (Parents, Students, Faculty, Staff and Administrator) honor and follow this communication chain of command.

**INDIVIDUAL STUDENT CLASSROOM AND/OR ALL CURRICULUM AND INSTRUCTION CONCERNS: \_\_\_\_\_**

*Classroom procedures, behavior, grades, schedules, subject matter, teaching strategies, textbooks, materials, counseling, social work, psychology, OT/PT, etc.*

<b>GRADES PREK-6</b>	<b>GRADES 7-12</b>
<ul style="list-style-type: none"> <li>• <b>Classroom teacher</b>, if not resolved...</li> <li>• <b>Principal/Assistant Principal</b>, if not resolved...</li> <li>• <b>Assistant Superintendent for Curriculum and Instruction</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Classroom teacher</b>, if not resolved...</li> <li>• <b>Guidance Counselor</b>, if not resolved...</li> <li>• <b>Principal/Assistant Principal</b>, if not resolved...</li> <li>• <b>Assistant Superintendent for Curriculum and Instruction</b></li> </ul>

**SPECIAL EDUCATION AND/OR BILINGUAL/ENGLISH LANGUAGE LEARNERS**

**Individual Student Classroom and/or All Curriculum and Instruction Concerns:** *Classroom procedures, behavior, grades, schedules, subject matter, teaching strategies, textbooks, materials, etc.*

<b>GRADES PREK-6</b>	<b>GRADES 7-12</b>
<ul style="list-style-type: none"> <li>• <b>Classroom teacher</b>, if not resolved...</li> <li>• <b>Principal/Assistant Principal</b>, if not resolved...</li> <li>• <b>Assistant Director for Special Education and/or Administrator for Bilingual/ENL</b>, if not resolved...</li> <li>• <b>Assistant Superintendent for Special Education and/or Assistant Superintendent for Curriculum and Instruction</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Classroom teacher</b>, if not resolved...</li> <li>• <b>Guidance Counselor</b>, if not resolved...</li> <li>• <b>Principal/Assistant Principal</b>, if not resolved...</li> <li>• <b>Assistant Director for Special Education and/or Administrator for Bilingual/ENL</b>, if not resolved...</li> <li>• <b>Assistant Superintendent for Special Education and/or Assistant Superintendent for Curriculum and Instruction</b></li> </ul>

*In the event of any special education student counseling, social work, psychology, OT/PT concern, parents also have the option of contacting the special education office directly as a first step.*

**PHYSICAL EDUCATION, HEALTH, AND ATHLETICS**

*Sports, Coach Concerns, Physical Education, Recreation, Athletic Eligibility, Athletics, etc.*

<b>GRADES PREK-12</b>
<ul style="list-style-type: none"> <li>• <b>Coach, Health Office/School Nurse, Physical Education teacher, Recreation Activity Leader</b>, if not resolved...</li> <li>• <b>Principal/Assistant Principal</b>, if not resolved...</li> <li>• <b>Director of PE, Health, Athletics &amp; Health Services</b>, if not resolved...</li> <li>• <b>Assistant Superintendent for Curriculum and Instruction</b></li> </ul>

*Should your concern remain unresolved after following all steps please contact the Superintendent of Schools*

## **MUSIC EDUCATION**

*Instruments, Performances, Concerts, Music Trips, Parades, High School Musical, Shows, NYSSMA, SCMEA, etc.*

### **GRADES PREK-12**

- **Music Teacher, Ensemble Conductor, Show Director, Trip Leader**, if not resolved...
- **Principal**, if not resolved...
- **District Director of Music Education**, if not resolved...
- **Assistant Superintendent for Curriculum and Instruction**

## **SCHOOL NUTRITION**

*Menus, Lunch program, Breakfast Program, Food Allergy Concerns, Nutrition Guides, and Information, etc.*

### **GRADES PREK-12**

- **District Director of Food Nutrition Services**, if not resolved...
- **Assistant Superintendent for Curriculum and Instruction**

## **ADULT EDUCATION PROGRAM**

- **District Director of Adult & Continuing Education**, if not resolved...
- **Assistant Superintendent for Curriculum and Instruction**

## **BUILDINGS, GOUNDS, AND FACILITIES**

*Building-Use, Facility Use, Buildings and Grounds, Maintenance, Construction Projects, etc.*

- **District Director of Buildings, Grounds and Facilities**, if not resolved...
- **Assistant Superintendent for Administration**

## **SECURITY**

- **Principal/Assistant Principal**, if not resolved...
- **District Director of Security**, if not resolved...
- **Assistant Superintendent for Administration**

## **CENTRAL REGISTRATION & RESIDENCY**

- **Administrator for Central Registration**, if not resolved...
- **Assistant Superintendent for Curriculum and Instruction**

## **BUSINESS OFFICE**

*School Budget Information, Finances, Accounting, Payrolls, Employee Benefits, etc.*

- **School Business Administrator**, if not resolved...
- **Assistant Superintendent for Administration**

Should your concern remain unresolved after following all steps please contact the Superintendent of Schools

## PERSONNEL AND EMPLOYMENT

- **Personnel Office Staff**, if not resolved...
- **Assistant Superintendent for Administration**

## TRANSPORTATION

*Pick-Up/Route Problems, Student Bus Behavior, Driver Concerns, Bus Concerns, Route Information, etc.*

- **Bus Driver**, if not resolved...
- **Principal/Assistant Principal**, if not resolved...
- **District Transportation Office**, if not resolved...
- **Assistant Superintendent for Curriculum and Instruction**

## CONTACT INFORMATION

### STEP ONE – CLASSROOM TEACHER, COACH, ACTIVITY LEADER, ETC.

Teacher, Counselor, Coach, etc. Email Address	<a href="https://www.centralislip.k12.ny.us/directory">https://www.centralislip.k12.ny.us/directory</a>
To make an Appointment or request a return call with the Teacher, Counselor, Coach, etc.	Call Building to make an appointment (see below for building phone numbers)

### STEP TWO – PRINCIPAL/BUILDING ADMINISTRATION

School Principal's Email Address	<a href="https://www.centralislip.k12.ny.us/directory">https://www.centralislip.k12.ny.us/directory</a>
To make an Appointment or request a return call with the Principal/Assistant Principal	Call Building to make an appointment (see below for building phone numbers)

### SCHOOL PHONE NUMBERS

High School: 631-348-5079	Reed School: 631-348-5066
Alfano Elementary: 631-348-5139	Cordello Elementary: 631-348-4189
Morrow Elementary: 631-348-5037	Mulligan Elementary: 631-348-5041
Mulvey Elementary: 631-348-5059	O'Neill Elementary: 631-348-5060

### STEP THREE – DEPARTMENT DIRECTORS AND ADMINISTRATORS

**Adult and Continuing Education:** 631-348-5017 (6pm-9pm)  
[https://www.centralislip.k12.ny.us/departments/adult\\_and\\_continuing\\_education](https://www.centralislip.k12.ny.us/departments/adult_and_continuing_education)

**Bilingual, ENL, World Languages:** 631-348-5195  
<https://www.centralislip.k12.ny.us/departments/bilingual>

**Buildings, Grounds and Maintenance:** 631-348-5207  
[https://www.centralislip.k12.ny.us/departments/buildings\\_and\\_grounds](https://www.centralislip.k12.ny.us/departments/buildings_and_grounds)

**Business Office:** 631-348-5209  
[https://www.centralislip.k12.ny.us/administration/business\\_office](https://www.centralislip.k12.ny.us/administration/business_office)

### STEP THREE – DEPARTMENT DIRECTORS AND ADMINISTRATORS (Continued)

**Central Registration:** 631-348-4196

[https://www.centralislip.k12.ny.us/administration/central\\_registration](https://www.centralislip.k12.ny.us/administration/central_registration)

**Music Education:** 631-348-5100

<https://www.centralislip.k12.ny.us/music>

**Personnel and Employment Opportunities:** 631-348-5000 ext. 1003/1007

[https://www.centralislip.k12.ny.us/administration/assistant\\_superintendent\\_for\\_personnel](https://www.centralislip.k12.ny.us/administration/assistant_superintendent_for_personnel)

**Physical Education, Health, Athletics:** 631-348-5017

<https://www.centralislip.k12.ny.us/departments/athletics>

**School Nutrition:** 631-348-5000 ext. 1038/1039

<https://www.schoolnutritionandfitness.com/index.php?sid=1526073691878>

**Security:** 631-348-5207

<https://www.centralislip.k12.ny.us/departments/security>

**Special Education:** 631-348-5125

[https://www.centralislip.k12.ny.us/departments/special\\_education](https://www.centralislip.k12.ny.us/departments/special_education)

**Transportation Office:** 631-348-5000 ext. 1059

[https://www.centralislip.k12.ny.us/parent\\_links/bus\\_routes](https://www.centralislip.k12.ny.us/parent_links/bus_routes)

In the unlikely event your question, comment, concern or other issue goes unresolved at after the Principal's and/or Department Head's involvement please contact our switchboard at 631-348-5000 ext. 1000 to be connected with our central office administration. Please note that your question, comment, concern, or other issue will not be heard by the Superintendent of Schools until all the above listed prerequisite steps were completed.

### HELPFUL LINKS

District Website:	<a href="https://www.centralislip.k12.ny.us/">https://www.centralislip.k12.ny.us/</a>
High School Website	<a href="https://cihs.centralislip.k12.ny.us/">https://cihs.centralislip.k12.ny.us/</a>
Reed School Website	<a href="https://reed.centralislip.k12.ny.us/">https://reed.centralislip.k12.ny.us/</a>
Alfano School Website	<a href="https://alfano.centralislip.k12.ny.us/">https://alfano.centralislip.k12.ny.us/</a>
Cordello School Website	<a href="https://cordello.centralislip.k12.ny.us/">https://cordello.centralislip.k12.ny.us/</a>
Morrow School Website	<a href="https://morrow.centralislip.k12.ny.us/">https://morrow.centralislip.k12.ny.us/</a>
Mulligan School Website	<a href="https://mulligan.centralislip.k12.ny.us/">https://mulligan.centralislip.k12.ny.us/</a>
Mulvey School Website	<a href="https://mulvey.centralislip.k12.ny.us/">https://mulvey.centralislip.k12.ny.us/</a>
O'Neill School Website	<a href="https://oneill.centralislip.k12.ny.us/">https://oneill.centralislip.k12.ny.us/</a>
Department Listing	<a href="https://www.centralislip.k12.ny.us/departments">https://www.centralislip.k12.ny.us/departments</a>
District Calendar	<a href="https://www.centralislip.k12.ny.us/calendar">https://www.centralislip.k12.ny.us/calendar</a>
District News	<a href="https://www.centralislip.k12.ny.us/news">https://www.centralislip.k12.ny.us/news</a>
Central Office Listing	<a href="https://www.centralislip.k12.ny.us/administration">https://www.centralislip.k12.ny.us/administration</a>
Board of Education	<a href="https://www.centralislip.k12.ny.us/board_of_education">https://www.centralislip.k12.ny.us/board_of_education</a>
Important Parent Links	<a href="https://www.centralislip.k12.ny.us/parent_links">https://www.centralislip.k12.ny.us/parent_links</a>
Important Student Links	<a href="https://www.centralislip.k12.ny.us/student_links">https://www.centralislip.k12.ny.us/student_links</a>
Disclaimers and Legal Postings	<a href="https://www.centralislip.k12.ny.us/disclaimers">https://www.centralislip.k12.ny.us/disclaimers</a>
Virtual Backpack & Flyers	<a href="https://www.centralislip.k12.ny.us/backpack">https://www.centralislip.k12.ny.us/backpack</a>



The Central Islip Public Schools app enables parents, students, teachers, and administrators to quickly access the resources, tools, news and information to stay connected and informed!  
<https://www.centralislip.k12.ny.us/app>

